



**TOWN OF MILLVILLE**  
**Town Council Meeting**  
**December 14, 2021 @ 7:00 pm**  
**AGENDA**

1. **Call Meeting to Order/ Pledge of Allegiance/ Roll Call-** Mayor Ron Belinko

2. **Adoption of Town Council Meeting Minutes**

A. November 9, 2021, Town Council Meeting

3. **Financial Report-** Treasurer Barbara Ryer

4. **Mayor's Message-** Mayor Belinko

5. **Administrative Matters-** Town Manager Deborah Botchie

6. **Citizens' Privilege**

The mayor shall invite members of the public to address the Council concerning any topic *not* listed on the agenda. If someone chooses to speak during the first Citizens' Privilege, he/she may *not* speak on the same topic during the second Citizens' Privilege.

7. **Appointments**

A. Mayor Belinko to appoint, with confirmation from the Town Council, Michael Burgo as a member of the Planning & Zoning (P&Z) Commission for the remainder of the term expiring March 2024.

8. **New Business**

A. Review, discuss, and possible vote on a final site plan submitted by Land Tech Land Planning, LLC, on behalf of MTK Real Estate, LLC (Banks Wine and Spirits), for the expansion of the existing parking lot and the addition of a 2,400 square foot storage building; Located at 38014 Town Center DR; Tax Map Parcel #134-12.00-410.00 and 134-12.00-411.01; Zoned C-2-Town Commercial District.

*Synopsis: On March 11, 2021, the P&Z Commission reviewed a concept site plan, for the above-mentioned proposal. November 18, 2021, the P&Z*

*Commission voted to recommend to Town Council for final approval the above-mentioned site plan with the recommendation of a 6 ft. tall vinyl fence to be added along the south end of the parking lot to reduce headlight glare into the adjacent community.*

- B. Review, discuss and possible vote on Bid# 22-1 Evans Park Irrigation Design/Installation- presented by Eric Evans
- i. Sposato Irrigation
  - ii. Chester River Landscaping
- Synopsis: On November 12, 2021, the Town of Millville received the above bids for design and installation of an irrigation system for Evan Park.*
- C. Review, discuss and possible vote on Ordinance 22-01: An ordinance to amend the Town of Millville Code at Chapter 72 “Construction Hours”, § 72-2 “Permitted hours” and § 72-3 “Construction activities on Sundays and holidays”- presented by Eric Evans
- Synopsis: If approved the amendment would allow delivery and supply of construction materials, removal of refuse from a construction site, and the starting up of engines of mechanized construction equipment or vehicles to occur up to one hour before and one hour after the hours permitted for construction activity. The Ordinance maintains the prohibition on those activities on Sundays and he specified holidays.*
- D. Discuss and possible vote to amend the FY22 budget- presented by Treasurer Ryer
- E. Discuss and possible vote to add Deputy Mayor Sharon Brienza as a contingency signer on the land acquisition closing documents.
- F. **Public Hearings Notice-** Secretary Robert Wisgirda: Notice of the following public hearings was posted in the legal section of the November 26, 2021, issue of the Coastal Point, and on the Town website and bulletin board on November 22, 2021.
- G. Ordinance 22-02: An ordinance to amend the Town of Millville Code at Chapter 155 “Zoning”, § 155-17 Appurtenances- presented by Eric Evans
- Synopsis: If approved the amendment revises the regulations regarding appurtenances. Specifically, it limits the size of mechanical pads/brackets to 12 square feet to hold mechanical equipment, and steps to porches/patios to 3 treads, measuring 10 inches in depth each, in the side yard setbacks.*
- **PUBLIC HEARING:** Mayor Belinko will open a public hearing.
  - Written and oral comments
  - **Closure of Public Hearing-** Mayor Belinko will close the public hearing.
- H. Review, discuss and possible vote on Ordinance 22-02.

- I. A revision to the Millville by the Sea (MBTS) Development Performance Standards, submitted by Civil Engineering Associates Inc. on behalf of Ardent Companies LLC- presented by Jeff Clark  
*Synopsis: On November 18, 2021, the P&Z Commission voted to recommend to Town Council the revision of the MBTS Development Performance Standards for the removal of the concept plan submission and inclusion of a design review requirement.*
- **PUBLIC HEARING:** Mayor Belinko will open a public hearing.
  - Written and oral comments
  - **Closure of Public Hearing-** Mayor Belinko will close the public hearing.
- J. Review, discuss and possible vote on a revision to the MBTS Development Performance Standards
- K. A final subdivision site plan submitted by Land Tech Land Planning, LLC, on behalf of ASF MBTS, LLC for the proposed Millville by the Sea Village 5A Model Court. The 3.96 acres proposed subdivision consisting of 11 lots is located at Tax Map Parcel #(s) 134-12.00-380 and 134-15.00-120.01 and is zoned Master Plan Community (MPC).  
*Synopsis: On November 10, 2021, the P&Z Commission voted to recommend to Town Council the above-mentioned subdivision site plan for final approval.*
- **PUBLIC HEARING:** Mayor Belinko will open a public hearing.
  - Written and oral comments
  - **Closure of Public Hearing-** Mayor Belinko will close the public hearing.
- L. Review, discuss and possible vote on a final subdivision site plan for MBTS Village 5A Model Court
- M. A final subdivision site plan submitted by Civil Engineering Associates on behalf of Christopher at Millville, LLC for the proposed 124 residential lot community Hudson's Reserve. The site is located on Tax Map Parcel 134-15.00-115.00 and is MPC.  
*Synopsis: On April 13, 2021, the Town Council voted to approve a preliminary schematic development plan. The applicant is now seeking approval of the final subdivision site plan.*
- **PUBLIC HEARING:** Mayor Belinko will open a public hearing.
  - Written and oral comments
  - **Closure of Public Hearing-** Mayor Belinko will close the public hearing.
- N. Review, discuss and possible vote on a final subdivision site plan for the proposed 124 residential lot community Hudson's Reserve.

## 9. Citizens' Privilege

## 10. Announcement of next meeting- tentatively January 11, 2022

## 11. Adjournment

NOTE: THE ABOVE AGENDA IS INTENDED TO BE FOLLOWED, BUT IS SUBJECT TO CHANGES, DELETIONS, ADDITIONS, AND MODIFICATIONS, AS PERMITTED UNDER THE FREEDOM OF INFORMATION ACT OF THE STATE OF DELAWARE. COPIES MAY BE OBTAINED AT THE TOWN HALL. \* Revision made on 12/08/2021 was for the addition of item E to add Ms. Brienza as a contingency signer for time sensitive closing documents, and to correct wording and the public hearing procedures.

### Meeting Available via Webinar

To attend the meeting via webinar online/teleconference, you must register or call in AT LEAST 15 minutes prior to the start of the meeting at:

<https://attendee.gotowebinar.com/register/6360701574102254862>

Once you join the webinar, a window will pop up and you will click on "Open GoTo Opener."

Phone Number (for those who do not have a microphone on computer/laptop):

+1 (562) 247-8422

Audio Access Code: 261-048-682

Audio PIN (which will appear in the "Audio" box dropdown within your control panel window) must be entered over the phone before being able to be unmuted by the Town. **Please note if your computer/laptop/tablet does not have a microphone and/or speakers, you will have to use the phone option for attending the meeting so we can hear you when/if you want to talk. Cell phones will require the free "GoToWebinar" app be added. After registering, you will receive a confirmation email containing information about joining the webinar.**